

# **CITY OF SHOREVIEW SNOWPLOWING/ICE CONTROL POLICY**

## **INTRODUCTION**

The City of Shoreview believes that it is in the best interest of the residents for the City to assume basic responsibility for control of snow and ice on City streets. Reasonable ice and snow control is necessary for routine travel and emergency services. The City will provide such control in a safe and cost-effective manner, keeping in mind safety, budget, personnel and environmental concerns. The City will use City employees, equipment and/or private contractors as may be necessary to provide this service.

In addition to the responsibility for public streets and alleys, the City provides snow removal and/or ice control for public parking areas, fire station driveways, and other privately owned/operated areas where written contractual arrangements exist.

Snow removal and ice control operations in Shoreview are normally performed by Streets, Utilities, and Park Maintenance personnel under the general guidance of the Director of Public Works. Resident questions, concerns, or comments are normally routed to the Public Works Department.

## **COMMENCING SNOW OR ICE CONTROL OPERATIONS**

The Public Works Department will determine when snow or ice control operations will commence. This duty is typically delegated to the Streets Supervisor. The criteria for that decision are:

- A. Snow accumulation of two inches or more
- B. Drifting of snow that causes problems for travel
- C. Icy conditions that seriously affect travel
- D. Time of snowfall in relationship to heavy use of streets

Snow and ice control operations are expensive and involve the use of limited personnel and equipment. Consequently, snowplowing operations generally may not be conducted for snowfalls of less than two inches. However, the City may perform ice control operations at any time conditions are warranted.

## **SNOW REMOVAL & PARKING**

It is the City's general intent to perform snow removal and ice control in such a manner that is complementary to the existing overnight on-street parking prohibition. Shoreview's Municipal Code, Chapter 902, Parking states that, "No vehicle shall be parked or left standing on any street between the hours of 2:00 a.m. and 5:00 a.m." It is the City's intent to perform snow removal and ice control as safely as possible, and at such times as to minimize conflict with morning or evening rush hour periods. When practical, snow removal and/or ice control operations shall be optimized to minimize

conflict with heavy traffic and on-street parked vehicles. Specialized operations, such as “winging back” large accumulations of snow along the edges of roads, should occur during daylight hours.

### **SNOW EMERGENCY**

In addition to ordinary overnight on-street parking prohibitions, Shoreview Municipal Code allows for the declaration of a snow emergency, at which time the City would notify residents via radio or television broadcast, newspaper announcement, public posting, or other reasonable means of notification. During this typically 48-hour period, on-street parking would be prohibited, and authorized City employees or agents can order tagging and/or towing in conjunction with the Ramsey County Sheriff's office. Typically this is considered an emergency measure, to be declared when conditions indicate that the City's normal snow removal/ice control resources are likely to be overwhelmed.

### **SNOWPLOW PROCEDURES**

Snow will be plowed in a manner so as to minimize any traffic obstructions. The center of the roadway is usually plowed first. The snow shall then be pushed from left to right. The discharge shall go onto the boulevard area of the street. In times of extreme snowfall, streets will not necessarily be completely cleared of snow within 24 hours.

### **PRIORITIES & SCHEDULE FOR STREETS TO BE PLOWED**

The City has classified streets based on the street function, traffic volume, and importance to the welfare of the community. Those streets classified as “collectors” will generally have a higher priority. These are high volume routes that connect major sections of the City and provide access for emergency fire, police, and medical services. The second priority streets are the remaining low-volume residential streets. The third priority areas are alleys, City parking lots, and any private areas where Shoreview provides snow removal/ice control services under agreements.

### **WORK SCHEDULE FOR SNOWPLOW OPERATORS**

The City typically schedules snowplow operators to work normal eight-hour shifts. In severe snow emergencies, snowplow operators may be expected to work in excess of eight-hours. For the safety of the public and its employees, the City will endeavor to limit snowplow operations to a 15-hour shift in any 24-hour period.

### **WEATHER CONDITIONS**

Snow and ice control operations will be conducted only when weather conditions do not endanger the safety of City employees and equipment. Factors that may delay snow removal and ice control operations include severe cold, significant winds, and limited visibility.

### **USE OF SAND, SALT & OTHER DE-ICERS**

The City may use sand, salt, and other de-icing materials or some combination of these materials when there is hazardous ice or slippery conditions. For environmental reasons, the City limits the use of these materials to the minimum necessary to provide improved driving conditions. The City does not possess the resources and accordingly will not be responsible for vegetation loss or damage due to the application of any de-icing materials used on the roadways

### **MAILBOXES & PROPERTY DAMAGE**

Snow plowing and ice control operations can cause property damage even under the best of circumstances and care on the part of the operators. The major types of damage are to improvements in the City right-of-way that typically extends approximately 10-15 feet beyond the curb location. The intent of the right-of-way is to provide room for snow storage, utilities, sidewalks and other City uses. However, certain private improvements such as mailboxes are required within this area.

Therefore, the City will cooperate with the property owner to determine if the damage is the responsibility of the City and when it will be the responsibility of the resident. The City accepts responsibility for mailboxes that are placed in the road right-of-way if the damage is by physically being struck by a plow blade, wing, or other piece of equipment. If a mailbox, conforming to US Postal requirements, is damaged due to direct contact by a snow removal vehicle, the City, at its option, will repair or replace at a cost not to exceed \$50 per address per year.

If a mailbox is damaged due to any indirect cause, such as the weight of plowed snow, the City will not participate in the cost of repair or replacement. Mailboxes should be constructed sturdily enough to withstand snow rolling off a plow or wing. Therefore, damage resulting from snow is the responsibility of the resident. The City will repair or replace mailboxes in those instances where the City is responsible for the damage.

Damage to fences, trees or other structures will not be repaired or replaced by the City if they are within the public right-of-way. Turfed areas that are scraped or gouged by City equipment will be repaired by top dressing and seeding the following spring. Residents are requested to assist by watering the areas that are repaired.

### **DRIVEWAYS**

One of the most frequent and most irritable problems in removal of snow from public streets is the snow deposited in driveways during plowing operations. Snow accumulated on the plow blade has no place to go but in the boulevard areas, which include driveways. The plow drivers make every attempt to minimize the amount of snow deposited in driveways, but the amount can still be significant. Regardless, the City does not possess the resources to attempt to provide private driveway cleaning after plowing public roads. Property owners should also use the (non-improved) boulevard areas for storage of snow blown or thrown from their driveways, private sidewalks, etc. Shoreview's

Municipal Code 211.060 (D) states, "No person, by whatever means, shall deposit snow on the improved portion of a publicly dedicated street, alley, sidewalk, bike path, trail way, or parking lot".

### **MAIL DELIVERY**

The snow plow operators make every effort to remove snow as close to the curb line as practical and to provide access to mailboxes for the Postal Service. However, it is not possible to provide perfect conditions and minimize damage to mailboxes with the size and type of equipment the City operates. Therefore, the final cleaning adjacent to mailboxes is the responsibility of each resident and subject to the delivery requirements of the United States Postal Service.

### **SIDEWALKS/TRAILS**

The City generally provides winter maintenance on most public sidewalks and trails. The types of winter maintenance are typically sweeping, plowing, and snow blowing. The City may also elect not to provide winter maintenance on portions of the sidewalk and trail system for various winter recreational activities.